

# The Tools Toolbar



Zoom In – Changes the mapped area to a smaller area defined by holding the left mouse button down and moving the cursor to define a rectangle

# The Tools Toolbar, cont'd



Zoom Out – Changes the mapped area to a larger area defined by holding the left mouse button down and moving the cursor to define a rectangle

# The Tools Toolbar, cont'd



Fixed Zoom In – Changes the mapped area to a smaller area defined by software-defined fixed amount

# The Tools Toolbar, cont'd



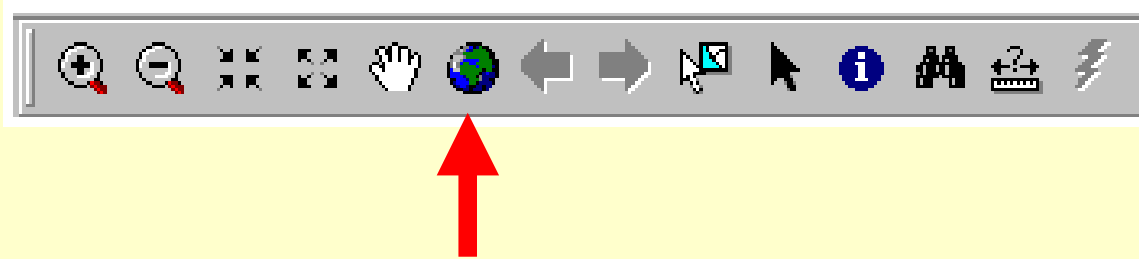
Fixed Zoom Out – Changes the mapped area to a larger area defined by software-defined fixed amount

# The Tools Toolbar, cont'd



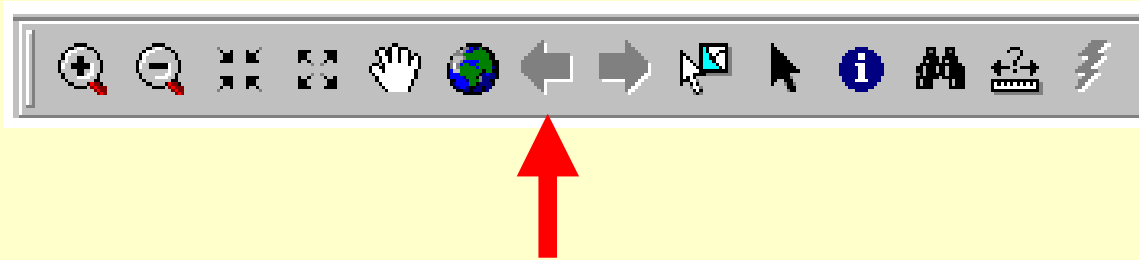
Pan – Changes the center of the mapped area by clicking and holding on a location on the map and moving your mouse

# The Tools Toolbar, cont'd



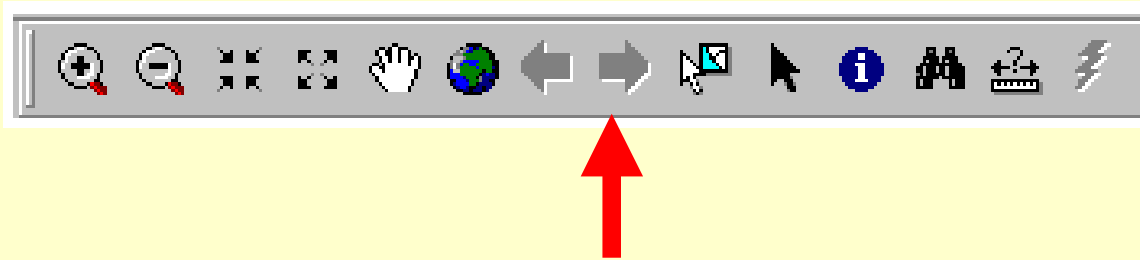
Full Extent – Shows the entire mapped area in the map frame

# The Tools Toolbar, cont'd



Go Back – Returns to the previous view

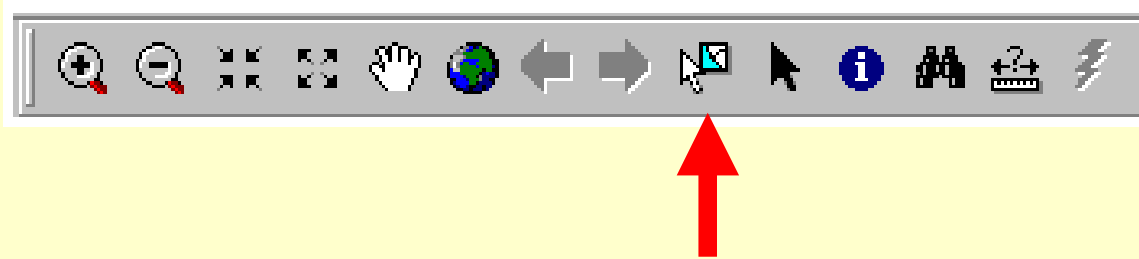
# The Tools Toolbar, cont'd



Go Forward – Goes to the next view



# The Tools Toolbar, cont'd



Select Feature – Selects a feature on the map for further analysis

# The Tools Toolbar, cont'd



Select Graphics – Lets you select graphics for editing, such as north arrows and scale bars

# The Tools Toolbar, cont'd



Identify Features – Provides tables of attributes for the features you select

# The Tools Toolbar, cont'd



Find Features – Finds geographic features based on the attributes you select

# The Tools Toolbar, cont'd



Measure Tool – Measures distances  
on the map

# The Tools Toolbar, cont'd



Hyperlink Tool – Triggers a hyperlink to a file or URL